



Base Bulletin

Vandenberg AFB, CA 93437-0759



24 September 2003

No. 39

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via email to publishing.vafb@vandenberg.af.mil or to Publishing VAFB on the Global, or via fax to DSN 276-6614 or 805-606-6614 to arrive at 30SCS/SCSP by noon Friday, the week before you want your item to appear. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30 SW Form 400, this form must be submitted with the article, or it will not be published.

SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961.

Safety Hazard: Dial 5-SAFE (If off base, dial 605-SAFE).

SECTION II — OFFICIAL

1. Team Vandenberg:

a. Publishing Office E-Mail: Please note that you are receiving the Base Bulletin via the new e-mail account at publishing.vafb@vandenberg.af.mil. Please submit all new notices and advertisements to this new account. The old e-mail account will be obsolete as of 1 Oct 03. POC: 30SCS/SCSP, Mary Meyer, 6-7892.

b. Top Life Dorm Council Meeting: 24 Sep 03, 1500, Bldg 13406 (Delta Dayroom). All dorm residents and their supervisors are encouraged to attend. Let your voices be heard! POC: 30MSG/CCH, SSgt Molina, 6-3933.

c. All Munitions Customers: Fiscal Year 03 is coming to a close and all munitions expenditures must be received by 25 Sep 03. This will allow us to balance your accounts and order munitions you'll need for FY04. Any expenditure received after this date will go against FY04 allocations. Also the 576 FLTS Munitions Storage Area will be closed for a wall-to-wall inventory the 26 thru 30 Sep 03. Please coordinate as needed. For questions or support please contact TSgt Greg Danet at 6-4199.

d. Team Vandenberg 2003, 3rd Quarter Awards Suspense: All Company Grade Officer, Enlisted, Civilian, and Volunteer packages are due NLT 1630 Hrs, 10 Oct 03. HAND CARRY packages (except Civilian Category) to Bldg 10577, Room C-104, 30 SW/JAE, addressed to 30 SW/CGO Board Facilitator, 30 SW/Enlisted Board Facilitator, and 30 SW Volunteer Board Facilitator. Deliver Civilian nomination packages to 30 MSS/DPMP, Bldg 11777, Room C-216. Rules of Engagement/Criteria can be found at the following link: http://www.vandenberg.af.mil/awards_promotions/guidance/index.htm. DO NOT FORGET TO USE THE NEW IMT FORM 1206, AS WE CAN NO LONGER USE THE OLD FORMFLOW 1206. POC: 30SW/JAE, MSgt Smith, 5-6207.

e. Airman Against Drunk Driving (AADD): Call us and we will come get you. 605-AADD/606-AADD. We care, do you?

f. TDY Deployment Tasking: Personnel Readiness Function is looking for two Active Duty Air Force volunteers, one in the rank of Major (04), Signals Intelligence Officer, and one in the rank of Captain (03) any AFSC to go TDY Oct 03 for approx 090 days working as a United Nations (UN) Observer. The following AF requirements apply: pinned on Major (O-4, AFSC 14NX) and pinned on Capt (O-3 any AFSC), secret security clearance, meet service height and weight standards, passed appropriate service PT test within the last 90 days, official passport, and civilian driver's license valid through assignment. An official volunteer package will need to be submitted NLT 23 Sep 03. POC: 30MSS/DPMAE, TSgt Leduc, 6-7574.

g. Spanish Linguistic TDY: The MPF's Personnel Readiness Function is looking for twelve Active Duty Air Force volunteers, in the rank of E-6 and below, to go TDY to the Washington DC area from 6 Oct 03 to 9 Jan 04 for approximately 90 days as Spanish Linguist support augmentees. The following AF requirements apply: must possess a current Defense Language Proficiency Test (DLPT) score of 2+/Listening and 2+/Reading (PDS code F) or better, must have tested within the last year, secret security clearance, meet

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service height and weight standards, and must have a Government Credit Card before arriving at DIA. An official volunteer letter will need to be submitted NLT 25 September 2003. POC: 30MSS/DPMAE, TSgt Leduc, 6-7574.

h. Fire Department Offers Monthly Blood Pressure Checks: We are going to be offering blood pressure checks every first Wed. of the month between the hours of 0800-0900 at Station 2 (Main Station) and Station 5 (South Side). POC: 30CES/CEF, SSgt Jefferson, 6-3217.

i. 30CPTS New Customer Service Hours: Effective 1 Oct 03 the hours will be as follows: Mon, Tues, Thurs and Fri: 0800-1700, Wed: 1000-1700. The entire CPTS will be closed for training every Wed from 0800-1000. POC: 30CPTS, TSgt Pfoer, 6-4630.

j. Vandenberg Enlisted Action Team (VEAT) Meeting: 16 Oct 03, 1100, GI Java. POC: 30MDG/SGGD, SSgt Anderson, 6-1846.

2. 30th Space Communications Squadron:

a. Need EMSEC training? Look out for a global e-mail announcement called: "PC, Security & ADPE Classes" by Ms. Lexi Schwartz, from our MCA Contractor. In addition to EMSEC, you will find other security training opportunities for: Unit Computer Security Manager, Computer Certification and Accreditation, and IAAP (SATE) training courses. To register, or for additional information, contact Ms. Lexi Schwartz (Lexi.Schwartz@vandenberg.af.mil). For questions only, not reservations, call MCA at extension 6-3771.

b. AFDPO Customer Service Desk Toll Free Number: In order to provide a continuing level of superior support, the AFDPO Customer Service Desk is pleased to announce the addition of a toll free number, 1-800-848-9577. This is in addition to the existing DSN and Commercial numbers. POC: 30SCS/SCSP, Mary Meyer, 6-7892.

c. Interim Change to AFI: IC 2003-1 to AFI33-360V2. AF has published an IC 2003-1 to AFI33-360V2, Forms Management Program, dated 11 Sep 2003. It primarily changes references from "form" to "IMT" throughout and changes the title of Vol 2 from "Forms Management Program" to "Content Management Program-Information Management Tool (CMP-IMT)". Watch for more information. POC: AFSPC CSS/SCTIF, Sandra Kelly, DSN 692-2420

d. AFSPC Subordinate Unit Form Development Guide.: On the AFSPC Forms Library web page, we have added a guide with general information for developing a subordinate unit form just as we have for command level form development. The guide contains general information and stresses the need for the OPR to contact their local Base Forms Manager for additional guidance. Check out our web page and the link for Subordinate Unit Form Development Help at: <https://midway.peterson.af.mil/pubs/formlinks/INDEX.HTM>. POC: AFSPC CSS/SCTIF, Sandra Kelly, DSN 692-2420

e. DoD Forms Web Page: DoD has been experiencing some problems with their web server and they have had to rebuild it. At the same time they decided to replace their current main page with a new page look but interfaces with the database were not working correctly and users would get an error. The following URL is the new page you might want to check out: <http://web1.whs.osd.mil/ICDHOME/FORMS.HTM>. The following URL is an old page which still seems to work: <http://web1.whs.osd.mil/icdhome/DDEFORMS.HTM>. POC: 30SCS/SCSP, Mary Meyer, 6-7892.

3. Traffic Management Office:

a. Separating, Retiring or PCSing? PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. POC: 30LRS/LGRT, SSgt Papa, 6-0904.

b. It's Your Move: If you are scheduled to make a Government sponsored move this message is for you. The Traffic Management Office (TMO) would like to send you information to assist you with your move. Along with the briefings, an "E" package of tips and information on your upcoming move can be emailed to your computer. POC: 30LRS/LGRT, Ms. M. Burt, 6-6932/33.

c. Shipping Your Pet: If you are PCSing overseas with your pet, the following website contains useful information and web links: <https://amclg.scott.af.mil/cgi-bin/index.pl?dd=/don/lgtp&ti=HQ+AMC/LGTP+-+Passenger+Policy>. HQ AMC Pet Brochures are available at TMO Passenger Travel, Bldg 11777, Rm C-113. POC: Maureen Burt, 30LRS/LGRT, 6-6933.

4. Civilian Personnel: (30 MSS/DPCE, 6-5847)

Voluntary Leave Transfer Program: Carl A. Boettger - Vandenberg AFB, Michael Baca - HQ ARPC/MS, Glenda Bennet - Peterson AFB, Ethel Carter, Richard Porterfield, and Sue Sommers - Scott AFB, Betty Dean - Dyess AFB, Carolyn DeLaGarza - Langley AFB, Contine Francis and Janice Shinkle - Macdill AFB, Delores

Green and Yvonne Williams - Dobbins ARB, Wilson Holloway and Frank Valentik - Avon Park AFR, Jane Kelsey and Earle Tasse - Eglin AFB, Roberta Clark, Eileen Clemmons, and Theresa Currier - Patrick AFB, Stephanie Manning - Sheppard AFB, Earl Mikula - Buckley AFB, Dotsy Parnell - Shaw AFB, Jacquelyn Schmidt - AF Academy, Roland Younger - Malmstrom AFB, and Michael Zarbo - Ramstein AB are all in need of leave donations. Civilian employees who would like to donate a portion of their annual leave must complete an OPM 630-A. You can go by Building 11777, Room B-103 to pick-up and/or turn in your form. You can access this form on the web at: http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf.

5. 30th Medical Group: (30MDG/SGAH)

a. 30 AeroMedical Deactivation Ceremony: Lieutenant Colonel Roger W. Nelson will relinquish Command of the 30th AeroMedical-Dental Squadron on 25 Sep 03, 0800 in front of Bldg 13848, Flight Medicine: POC: 30MDG/SGAH, Capt Starks, 6-3308.

b. Medical Group Closure: In order to continue providing "World-Class Healthcare", the 30th Medical Group will close one day each month for training. The 4th Thursday of each month the Clinic will be closed. This training time will enable the 30th Medical Group to improve its "War-Ready" posture, while at the same time, enhancing the outstanding customer service they already provide to Vandenberg AFB and the surrounding communities. For emergencies (threat to life, limb or eyesight), please call 911 or go to the nearest Emergency room. For urgent care only, please call (888) 252-3299 or 606-CARE. POC: 30MDG/SGAH, Capt Teresa Starks, 6-3308.

c. Schedule Medical Appointments Online: TRICARE Online is now available to the 30th Medical Group TRICARE Beneficiaries. To schedule appointments, each person must build a profile and establish a password. For security reasons, should a beneficiary forget or lose their password, he/she must come into the Clinic to retrieve the password. You can regain your password information from the Information Systems Department. Their number is 606-9252. To gain access to TRICARE Online, you simply logon to the Internet, type in <http://www.tricareonline.com> on your web browser, and click go! Once you build your profile and establish a password you are on your way to making your routine, wellness, and follow-up appointments with the click of a mouse. POC: 30MDG/SGAH, Capt Starks, 6-3308.

6. Air Force Reserves: (30 MSS/ISR)

Briefing: 14 Oct 03, 1300, Bldg. 11777, Room C-114. If you are interested in applying for this program, you must first attend the **Palace Chase** briefing. For more information, call MSgt Kartheiser (AF Reserve Recruiter, 6-2704).

OFFICIAL

FRANK GALLEGOS
Colonel, USAF
Commander

Mary E. Meyer
Chief, Publishing Management

SECTION III — UNOFFICIAL

General Information:

a. Pair Partner's Assisting in Reading (PAIR) Orientation: 24 Sep 03, 1455, Crestview Library. Read with a student at Crestview Elementary School for 30 minutes a week. First PAIR Session is 7 Oct 03 through 10 Dec 03. Call 734-1651, to sign-up.

b. Asian-Pacific American (APAA) Meeting: 25 Sep 03, 1700, Base Library. We will be electing new officers for the upcoming year. All are welcome to join. 30CES/CEOEC, Sony Apilado, 6-1936.

c. Worldwide Case Lot Sale: 27-28 Sept 03, 1000-1800 at the Base Commissary. Shoppers should check our store Web page at the locations link at www.commissaries.com for up-to-date information. Case lot sales feature a variety of sought after items ranging from canned and paper goods, to meats, and chilled items in some locations. POC: Paige Zuniga/DECA, 5-8814

d. Big Brother Big Sisters New Volunteer Orientation Training: 1 Oct 03, 1500-1630 at the Family Support Center, located at 723 Nebraska Ave. Bldg 10525. This program matches kids with adult volunteers who share friendship, fun and a positive role model. Come learn how to become a Big Brother or Big Sister, broaden a child's horizon, and bring some magic into both of your lives. POC: Charlie Guzman, 735-4376, ext. 26.

e. African-American Association Membership Drive: 2 Oct 03, 1100, Services Center, Bldg. 10122. Lunch and snacks will be served. Please come and see how we make positive things happen. 30CES/CEOEA, Capt. Jordan, 5-4538 or SSgt Williams, 5-3544.

f. October is National Pizza Month! 30 MDG Spouses are hosting a PIZZA EATING CONTEST for activity duty, E4 and below on Thurs, 23 Oct 03, 1730 at GI JAVA sponsored by Domino's Pizza. Eat FREE pizza! Win GREAT prizes! Entries limited to first 100 to sign up at GI JAVA. For more information call Yuen at 734-1651.

g. Outlook Calendar and the Base Bulletin: On occasion you may want to cut and paste events and meetings in the Base Bulletin into your Outlook Calendar. Since the Bulletin is a PDF file that has left many people thinking it can't be done. If you have Adobe Reader v.5 or newer, you should have a little 'I' icon with a dotted square next to it. If you select that button the cursor changes to the 'I' (I Beam). You can highlight, cut and paste from there to any other document, including your Outlook Calendar, Word, Excel, or even to PowerPoint. If the item you want to cut spans more than one page, you will have to copy it as two separate chunks. POC: 30SCS/SCSP, Mary Meyer, 6-7892.

h. Company Grade Obstacle Course Run: Every Wednesday at 1030. Open to all CGO's. Meet at the Obstacle Course. Colorado Ave and Ocean View. Bring gloves, PT gear, BDUs and water. We run at your pace, beginners welcome. Great for Warfit. POC: 2Lt Houston, 5-0782 or 588-9310.

Chapel: (30SW/HC, 6-5773)

a. Worship Schedule: **Catholic Mass** Sat, 1615 - 1645 confessions; 1700 Chapel II; Sun 1000, Chapel I, Daily Mass 1130 M-F, Chapel II -- **Protestant** - Praise & Worship 0830 Sun, Chapel II; Gospel 1130 Sun, Chapel II; Traditional 1130 Sun, Chapel I.

b. G.I Java: Time for a Break! All dorm and Billeting residents are invited to come and enjoy **FREE** lattes, frappicinos, sodas, chips, and fellowship at a world-class **CYBERNET CAFÉ!!** Open 7 days a week, 1700-2100. Located in the Delta Dayroom across the street from Breakers Dining Facility. For further information, contact Chaplain Zeb Beck or SSgt Jennifer Wilkins at 6-5773.

c. 381 Training Group Chapel Events: Come and join us for the following weekly events: Bible Study & Prayer on Wednesday's from 1130-1230 Group Conference room (Bldg 8290). Friday's from 1730-1830 Praise & Worship Service at the Group Auditorium (Bldg 8290). Friday's from 1830-2000 Pizza/Game Social in the Group Foyer (Bldg 8290). These events are open to all. Anyone who wants to volunteer in Group Chapel Ministries please coordinate with Chaplain Beeman. POC Chaplain Beeman 6-8963.

Family Support Center: (To pre-register for all classes, workshops, and seminars, call the designated point of contact.)

a. Heart Link: 25 Sep, 0800-1400 at the Health and Wellness Center (HAWC). Designed for the spouse new to the military, 5 years or less, to learn about the military lifestyle--mission, customs, traditions, protocols, services and resources. This is an opportunity to have fun and meet other spouses with breakfast and lunch included. Ask about free childcare. Call 6-0039 to register for this informative workshop.

b. Women, Infants, & Children (WIC): 25 Sep 03. A satellite office is at the Family Support Center from 0800-1630 for Vandenberg personnel who meet program requirements. WIC is a nutrition education program that provides supplemental food that promotes good health for pregnant, breastfeeding, and postpartum women, infants and children up to age five. For more information call 6-0039 or the Lompoc WIC office at 737-6470 for an appointment.

c. Kids On the Move: 2 Oct, 1500-1615 at the Family Support Center. For children ages 6-11 just arriving or departing VAFB. Offers an opportunity for relocating youth to share ideas on how to make new friends, staying in touch with old friends and adjusting to a new home. Each child will receive an individual relocation package. Space is limited so register early! Call Sally Galligan at 6-0039.

d. Baby Meet: Meets Tuesdays and Thursdays at 0900 at the Religious Education Center, Bldg 16140. Are you a pregnant or the parent of a baby between the ages of newborn to 2 years? Get together with other parents for discussion and socialization. Contact Lora at 734-1461.

e. Playtime for Tots: Meets Wednesday mornings at 1000. This playgroup is for parents and their children ages 2 - 5. This is a time for parents and their children to meet others for free playtime. For more information, contact Sully at 734-2089.

f. Office Closure: The Family Support Center will be closed for staff training off-site on 26 Sep 03, all day,

and 3 Oct 03, 0730-1200. To request emergency Air Force Aid service, call the Command Post, 6-9961. POC: Sally Galligan, 30 MSS/DPF, 6-0039.

g. Office Closure: The Family Support Center will be closed for staff training every Monday from 0730-0930. Personnel requiring emergency Air Force Aid will be assisted. POC: Sally Galligan, 30 MSS/DPF, 6-0039.

30th Services Squadron: (30SVS/SVK, 6-276)

a. Auto Hobby Shop: (30SVS/SVRA, 6-6014)

- **Auto Skills Classes:** By appointment, Tune-up and maintenance class for non-mechanics and equipment safety classes.

b. Surf Lanes Bowling Center: (30SVS/SVRB, 6-3209/734-1310)

- **Airmen's Night:** Thursdays, 1700-2100. Every Thursday night at the Bowling Center, E-4's and under bowl for just \$1 per game.
- **Thunder Alley:** Thursdays, 1800-2100, Fridays, 2200-0100 and Saturdays, 2100-2400.

c. Breakers Dining: (30SVS/SVMF, 6-7540)

- **AETC Dining Closure:** Effective 15 Aug 03, the 'Launch Pad' Dining Facility is being renovated, lasting about 4 months. This closure will impact the meal periods scheduled at the Breakers.
- **Dial-a-Menu:** Call our telephone menu service at 6-8234 and find out what's being served in your Dining Facility.
- **Deployed Spouses:** Thursdays, starting at 1800. Open to all spouses and dependents of deployed members. This offers spouses a chance every week to socialize with other spouses and gives them a break from cooking. E-4 and below pay cost of food only, E5 and above include surcharge.

d. Child Development Center: (30SVS/SVYC, 6-1555)

- **Give Parents a Break:** This program offers parents one evening of childcare per month for parents who need a break. Give us a call and find out if you qualify.
- **Drop-in Care Available:** The Child Development Center is open to active duty military, DOD civilians, and DOD contractors, as well as reservists placed on active duty for training. The CDC has drop in care for \$3.50 an hour on a space available basis.

e. Family Child Care: (30SVS/SVYD, 6-3255)

- **Providers:** The need for Child Care Providers has never been greater! Help make a difference and find out how you can become a licensed childcare provider. Call Gwendolyn Jones at 6-4639 or 6-3255.

f. Fitness Center: (30SVS/SVMP, 6-3832)

- **All-Star Over-30 Softball Game:** 9 Oct 03, 1800.
- **Flag-Football All-Star Game:** 10 Oct 03, 1800.

g. Library: (30SVS/SVMG, 6-6414)

- **Teen Mystery Month Pizza Party:** 29 Sep 03, 1830-2030. Sign up at the library.
- **CGOC Reading Group:** 25 Sep 03, 1530. Discussion of 'Lincoln On Leadership' by Donald Phillips.
- **Pre-School Story Time:** Every Thursday at 1000.
- **Dial-a-Story:** The phone number is 6-4300 (Available 24/7, changes each Sunday).

h. Marshallia Ranch Golf Course: (30SVS/SVRG, 6-6262)

- **Youth Golf Lessons:** Saturdays at 1330. For youths ages 8 years and up. Cost is \$5 each session, includes use of rental club set and range balls.
- **Course Aerification:** 22-26 Sep 03. The Golf Course greens, tees and fairways will be aerified during the week. Since the course will be in less than good playing condition, twilight rates apply all day long.

i. Outdoor Recreation/Equipment Checkout: (30SVS/SVRO, 6-5908)

- **Horseback Adventure Tour:** 11 Oct 03, 1330-1445. Sign up by 3 Oct 03 with Outdoor Rec. This trip is at the Pacific Dunes Ranch and is for experienced riders. Cost is \$38. Departs VAFB at 1145.

j. Pacific Coast Club: (30SVS/SVRMC, 734-4375 or 734-4376)

Entertainment/Events:

- **Soul/R&B Night:** 26 Sep 03, 2100-0200, in the Enlisted Lounge.
- **Karaoke & DJ:** 26 Sep 03, 1900-2300, in the Officers' Lounge.
- **Mug Night:** 27 Sep 03, 2100-0300, in the Enlisted Lounge.
- **Football Frenzy:** 29 Sep 03, 1800. Green Bay Packers vs. Chicago Bears.
- **Boxing Smoker:** 4 Oct 03, 1900. Doors open at 1800. Tickets are on sale at the Club.
- **Bonanza Bingo:** Play Bonanza Bingo at the Club 7 days a week for just \$1 per ticket! You can win up to \$1000.

Menu:

- **Fried Chicken Night:** 23 Sep 03, 1600-2100.
- **Kid's Night Pizza Special:** 24 Sep 03, 1600-2100. Ages 11 years and under get a 6-inch mini pizza w/choice of toppings and unlimited soda for just \$1.50.
- **Pasta Mania Buffet:** 25 Sep 03, 1700-2000. Children 4 years and younger eat free. Kids age 5-11 are half price.
- **Sunday Brunch:** 28 Sep 03, 1000-1400. Reservations are recommended.
- **Mongolian BBQ:** 1 Oct 03, 1800-2000.
- **Weekly Lunch Schedule:** Mondays-Lunch Special, Tuesdays-Mexican, Italian, or Oriental Buffet (on a rotating schedule), Wednesdays-Santa Maria BBQ Buffet, Thursdays-Chicken and Ribs Buffet, and Fridays-Seafood Buffet.

k. Rod & Gun: (30SVS/SVRR, 6-4560)

- **Open Shoot:** Open Trap & Skeet shoot every Wed, Fri and Sat morning at 0830.

l. Services Center: (30SVS/SVYR, 6-7976)

- **Natural Knead Massage:** New extended hours! Monday-Friday open until 1900. Custom gift baskets, gift certificates, and couples massage packages are available.

m. Skills Development: (30SVS/SVRS, 6-6438)

- **Classes & Workshops:** Woodworking, Ceramics, Stained Glass, Framing, and Auto Skills classes are available. Stop by for a complete schedule.
- **Stained-Glass Workshop:** 24 Sep 03, 1700. \$2 per hour plus cost of materials.
- **Scrap booking Workshop:** 25 Sep 03, 1800-2100. \$2 per hour plus cost of materials.
- **Ceramic Pouring:** 25 Sep 03, 1800-2100. Cost is \$20.
- **Advanced Framing & Matting:** 25 Sep 03, by appointment.
- **Ceramics Course:** 1 Oct 03, 1730-2030. Beginning mold casting - poured slip. Cost is \$25

n. Swimming Pool: (30SVS/SVRO, 6-3581)

- **Youth Swim Meet:** 27 Sep 03, 1000. Registration for swim events is required. Sign up at the Aquatic Center Mon-Fri, 0900-1600.
- **Lap Swimming:** Mon-Fri 0630-0800, 1045-1245, 1600-1745; Sat-Sun 0800-0945.
- **Open Swim:** Sat-Sun, 1300-1645.

o. Veterinary Clinic: (30SVS/SVRV, 6-3019)

- **Clinic Days:** Thursdays are the normal clinic days. Pets can be seen by appointment only by calling us at 6-3019. The appointment schedule is released every Friday for the following Thursday.

p. Youth Center: (30SVS/SVYY, 6-2152)

- **Dragon's Lair:** Sign up for this interactive production set for Oct 27-30 03. There are 24 open slots with both speaking and support roles for youths ages 8-18. Registration is free at the Youth Center.
- **Dance Classes:** Rhythm, Ballet, Jazz dance classes are available at the Youth Center.
- **Before & After School Programs:** Spots are still available in these Youth Center programs. Enroll your child at the Youth Center. The school year is almost here!

Education Center: (30MSS/DPHE, 5-5904)

a. Last CLEP Test Date: The last test date for the CLEP English Composition with Essay to be offered at VAFB is 10 Oct, 0800 in Testing Room B-1 at the Base Education Office, 144 Wyoming Ave. BLDG 14001. Call 5-5904 for an appointment.

b. Customer Service Course for Civilians: The Civilian Training Office will be offering a one day course in customer service titled "How to Deliver Exceptional Customer Service". The course is scheduled for Tuesday, 21 Oct 03. It will run from 0800-1500 that day and will be held at the Education Center, Bldg 14007, Room D-4. The course covers topics such as understanding the customer's perception, how to handle the difficult customer, how to communicate effectively and efficiently via the phone, e-mail and fax, how to build rapport not resistance, dynamic listening skills, internal customers, as well as many other areas of customer service. Seats are limited and are available on a first come first serve basis to all civil service employees. If you would like to reserve a seat please call Ms. Barbara LeFebvre, Civilian Training Manager, at 5-5913 or e-mail: <mailto:barbara.lefebvre@vandenbergh.af.mil>.

c. University of La Verne Registration: Register now! Fall classes commence on 6 Oct 03. We offer Bachelor Degrees in Business Administration or Organizational Management. We offer Master Degrees in Business Administration or obtain a concentration in Information Technology, Management and Leadership. For more information call 734-1306.

Computer Training: (MCA, 6-3771)

a. Personal Computer Systems Training: Call for information and dates for our new classes, Adobe Acrobat Writer, Photoshop Elements, and Advanced Access. Learn Introduction to Computers -- A basic class for beginners; Word 2000; Word Advanced; Excel 2000; Excel Advanced; PowerPoint 2000; Access 2000 Beginning; Access 2000 Intermediate; Access 2000 Advanced; Access Lab; Palm PDA Beginning; Project 2000; Publisher 2000; Front Page 2000; Outlook 2000; and Outlook Email Only (a class specifically for those in process of getting an email account). In addition to the existing traditional demonstration/lecture courses offered at the Computer Training Facility located within Bldg. 9360, MCA Engineers, Inc. also reserves 4 hour blocks of time specifically for those students interested in completing Computer Based Training (CBT) Courseware. This provides an alternate method for those who are unable to satisfactorily complete CBTs at their Personal Computer in their work environment. Slots are available both in the morning and afternoon time frames. Call 6-3771 for more information, or e-mail: lexi.schwartz@vandenberg.af.mil.

b. Computer Tips: First Tip: POWERPOINT GRID TRICKS - PowerPoint's built-in grid makes it simple to align objects to one another. There are a few other tricks you can use it for as well. For example, did you know that each press of the arrow keys moves a selected object one-grid increment? When you choose an object, and then pick "Duplicate" on the Edit menu (or press **Ctrl + D**); PowerPoint always puts the duplicate *two grid increments to the right and two down*. That makes it simple to align the duplicate exactly with the original: Press **Ctrl + D** to make a duplicate, press the Up Arrow key twice, press the Left Arrow key twice, and the original and duplicate objects are perfectly aligned. If you want to take an object temporarily "off the grid" so you can move it in smaller, more precise increments, hold down the **Alt** key while you drag the object or hold down the **Ctrl** key while you nudge the object around with the arrow keys. *Incidentally, if you're moving objects "off the grid", the closer you zoom in, the more control you have, since the "nudge factor" gets smaller.* If you dislike the way PowerPoint snaps everything to the grid, TURN IT OFF! Click the Draw button on the Drawing toolbar, point to Snap, and then click "To Grid". **Second Tip:** OUTLOOK SPELL CHECKING - It's important that you not spell correctly in the e-mails you send out, but you shouldn't worry about others' mistakes. If you agree, disable the automatic spell checking on the original text when you reply to or forward a message. Select Options on the Tools menu, and then click on the Spelling tab. Check the box next to "Ignore Original Message Text In Reply Or Forward". Click **OK**, and you're all set.

c. Available Classes: Following are classes scheduled for the next two weeks that have open slots:

Class	Date(s)	Time
Outlook Email Only	9/23	08:00-11:00
Word - Forms & Tables	9/24	11:30-12:30
Excel 2000	9/24-26	08:00-11:00
Acrobat Writer Basics	9/25-26	13:00-16:00
Excel - Macros	9/26	11:30-12:30
Photoshop Elements	9/29-1	13:00-16:00
Outlook	9/29-1	08:00-11:00
Acrobat Reader	9/29	11:30-12:30
Outlook	10/1	08:00-11:00
Excel - Headers and Footers	10/1	11:30-12:30
Excel 2000 Advanced	10/2	08:00-11:00
Word - Mail Merge	10/3	11:30-12:30
Outlook Email Only	10/3	08:00-11:00

Note: Walk-ins are always welcomed!

American Red Cross: (ARC, 736-5110)

a. Disaster Training Classes: The Santa Barbara County Chapter is offering a number of courses to train volunteers to assist in a disaster. Courses will rotate between Santa Barbara, Lompoc, Santa Maria and Buellton locations. To register for any of these classes call the local office, or e-mail to disaster@sbaco-redcross.org.

Training Course	Date	Time
Santa Barbara Office , 2707 State Street, 687-1331		
Disaster Action Team (DAT) Workshop #4001	Wed., Sept 24	1800-2000
Communications For Disaster Workers #3058-A	Wed., Sept 24	2000-2200
Lompoc Office , 312 North H Street, Lompoc 736-5110		
Introduction to Disaster Services #3066	Tues., Sept 23	1800-2200
Mass Care Overview #3068-1	Thurs., Sept 25	1800-2200

Damage Assessment # 3067	Tues., Sept 30	1800-2200
Shelter Operations # 3068-11	Thurs., Oct 2	1800-2200
Providing Emergency Assistance to Families #3072	Sat., Oct 4	0900-1700
Shelter Simulation #3068-12	Tues., Oct 7	1800-2200

Santa Maria Office, 222 W. Carmen Lane, 928-0778

Introduction to Disaster Services #3066	Tues., Oct 14	1800-2200
Mass Care Overview #3068-1	Thurs., Oct 16	1800-2200

Buellton Senior Center. Please contact any office for information. Santa Barbara 687-1331, Lompoc 736-5110, or Santa Maria 928-0778

Specialized Courses, Disaster Health Services (Overview) Thurs., Oct 9 1800-2200
#3076-1F (For All Staff)

Specialized Course, Disaster Health Services (Simulation) Sat., Oct 11 0900-1700
#3076-2F (For DHS Personnel)

All of the above courses are free of charge. They are designed to prepare individuals and groups to participate as volunteers in Red Cross activities. Be part of the solution! Call to register today or email us at disaster@sbaco-redcross.org.

b. Defensive Driving Courses offered by AARP: This class is a requirement for the new Emergency Response Vehicle (ERV). Call the phone number listed with the course to register; the cost is approximately \$10. Another benefit of this course is you maybe eligible for an auto discount on your insurance. This is sponsored by and located at Marian Medical Center 1400 E Church St, Santa Maria. The phone number is (805) 714-1361. Classes will be at the following times at Marian Medical Center: 25 Sep 03, 1330. Instructor Name: Roger E Awbrey. 9 Oct 03, 0900 and 11 Oct 03, 0900. Instructor Name: Mr. Erik Herner, and is sponsored by St Stephens Episcopal Church 1344 Nipomo St, San Luis Obispo (805) 544-4945. 11 Oct 03, 0900 and 18 Oct 03, 0900. Instructor Name: Earl D Cornwell and is sponsored by Morro Bay Seniors 1001 Kennedy Way Morro Bay, (805) 995-0944. 14 Oct03, 1200 and 16 Oct 03, 1200. Instructor Name: Mr. Peter J Gendron. Sponsored by Central Coast Senior Center, 1580 Railroad St Oceano, (805) 481-5388. (ARC, 736-5110)

Items For Sale

For Sale: 2002 Honda CBR600F4i, red/black, low miles, great condition, no modifications, never raced. Asking \$6300 obo. Accessories available: small leather jacket, black helmet, padded pants, magnetic tank bag, and bike cover. Call 291-0375 (evening).

For Sale: 2001 Toyota Corolla S 24,000 miles. Blue with Black interior, automatic, power steering, windows, door, and locks, AM/FM CASS 6 DISC in dash. Asking \$13,000. Call Stuart or Kyanna 734-1530.

For Sale: 2000 Dodge Durango SLT 4X4, Black, 40K miles, interior/exterior in excellent condition, front bra, seat covers, Gibson exhaust, K&N air intake to help gas mileage, CD, cassette, power everything. Asking \$19,000. Call Joe at home 734-0406 or Cell Phone 588-8696.

For Sale: 2000 Ford Escort ZX2, Original Owner, 44,000 miles, black, 4 cylinder, 5-speed, AC, PS, PW, Remote Power Door Locks, Alarm. AM/FM Cassette and 6 Disc CD Changer, Alloy Wheels, 33/28 mpg, excellent condition, \$7,000. Call 937-3787.

For Sale: 2000 Mitsubishi Montero Sport XLS, V-6, 47K miles, PDL, PW, CC, CD, AM/FM, AC, sliding sun roof, running boards, alloy rims, leather interior, tinted windows, keyless entry, two-tone paint, fender flares, two-piece bra, luggage rack storage container and more. Can produce all routine maintenance records for every 3000 miles since the truck left the lot. Asking \$15,900 O.B.O. Call Doug at 805-588-5932.

For Sale: 1999 Camry Solara/SLE, color is silver opal, two-tone, gray leather, gold pkg. Cruise, tilt, power s/b/w, and 55,660 miles. Asking \$12,500 OBO. Call 735-4701.

For Sale: 1999 Honda Civic, silver, 55,000 miles, custom interior, rims, spoiler and more! Great looking. Asking \$9,000 OBO. Call for a look or test drive at 734-0068 and ask for Julie. Serious inquiries only.

For Sale: 1997 Mediterranean Blue Mazda Miata MX-5, soft convertible top, 51,000 miles, 4 cylinder, 1.8 liter, 5-speed manual trans, CC, AC, PB, PS, PW, alloy wheels, cloth interior, dual front air bags, rear wheel drive, 1 year old tires. Brand new Pioneer AM/FM/CD/MP3 player, XM radio ready with detachable faceplate. Also, a removable windscreen to control the wind sheer within the car. Excellent condition! MUST SELL! NADA Price: \$9,625. Asking \$8,750 OBO. Call 734-0144.

For Sale: 1993 Cadillac Sedan Deville for sale mileage is 119,000. Color is two toned white and gray; exterior is in great condition looks awesome for an older Cadillac. New transmission from AAMCO of Santa Maria at 115,000, power everything, leather interior is in great condition, aluminum Cadillac Rims, new tires,

new front brakes, and new water pump. Selling due to buying a new car. Asking \$4000 OBO. Call 734-1412 or 588-0486.

For Sale: Philippine Rattan Dining Table, six chairs with blue cushions and smoked top glass. Asking \$500 OBO. Call Roy Allison at 614-9249.

For Sale: One 9 ft forest green couch, 6 years old - \$75.00. One black leather chair and ottoman, 5 years old \$50.00. One tan oversized recliner, 5 years old - \$50.00, all in great shape. One full size picnic table with bench seats and patio umbrella for \$25.00. If interested please call 478-0563 and ask for Cari.

For Sale: Hotpoint Washer and Dryer. Asking \$200 for both. Call 588-9775.

For Sale: Antique English oak pull out table with 4 chairs. Paid \$750 10 years ago, asking \$500. Treadmill, paid \$1,000, asking \$400. Call Paul Rudd, 736-9988.

For Sale: Cal King mattress, clean. Asking \$35. Call 733-4113.

For Sale: Blue sofa sleeper and loveseat. Asking \$250 OBO. Dining Room Table and four chairs. Asking \$50 OBO. Entertainment Center, asking \$30 OBO. Call 737-1777.

For Sale: Double reclining couch. Asking \$60 OBO. Call 734-1139.

For Sale: Large Forest Green crushed velvet couch, good condition, comes with matching pillows. Asking \$300. Mauve crushed velvet swivel love seat, good condition. Asking \$100. Purchase both couch and love seat for \$350. Antique German Clothing Shrunk/Armoire, must see to appreciate. Asking \$75. Black Top Coffee Table. Asking \$45. 2 Black Top End Tables. Asking \$15/each. Purchase all 3 tables for \$65. Two Office Chairs. Asking \$10/each. Purchase both chairs for \$15. Various framed pictures. Asking \$5 for each. Please call 734-0797.

For Sale: Black sofa and loveseat in good condition, \$350 or best offer. Please call Keith @ 734-1289.

For Sale: Wooden computer desk **free** to first person to pick it up! Please call Keith @ 734-1289.